

Jesse Nelson  
MAYOR  
Vickie Gainer  
CITY MANAGER  
Kevin Obos  
City Attorney



COMMISSIONERS  
Brandon Aldridge  
Pat Perno  
Jamie Warrick  
Judy Tinder

## CONTRACTOR CREDENTIALS TO PULL PERMITS

**Please complete the following legibly:**

Business Name: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office #: \_\_\_\_\_ Business Cell: \_\_\_\_\_

Personal Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### CERTIFIED STATE LICENSE HOLDERS

- Copy of Florida State License
- Copy of Sunbiz registration (sunbiz.org)
- Copy of Certificate Liability Insurance  
(Should state City of Lynn Haven at the bottom of the Certificate)
- Copy of Worker's Comp Insurance or Exemption Certificate  
(Should state City of Lynn Haven at the bottom of the Certificate)
- Business Tax Receipt/ Occupational License
- Need a Letter Signed and Notarized by State License Holder on Company  
Letterhead Naming the Persons Who Are Authorized to Pull Permits Under his/  
her License

### REGISTERED STATE LICENSED HOLDERS

**All items listed above are required plus:**

- Original \$5,000.00 Bond (Must be made payable to City of Lynn Haven)
- Competency Card (Must have Bay County Comp Sheet and Contractor Must Purchase a 2  
year (based on state license expiration date) Comp Card (\$50.00) with the City of Lynn  
Haven).

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Office Use Only:      Customer # \_\_\_\_\_ Date: \_\_\_\_\_